

BP 81 Nkambe

Tel: +237 677855889

Email: [info@prosdoma.org](mailto:info@prosdoma.org)

<https://www.prosdoma.org>



Promotion of Sustainable  
Development  
in Donga Mantung  
PROSDOMA

**THE STATUS OF PROMOTION OF SUSTAINABLE  
DEVELOPMENT IN DONGA MANTUNG**

**"PROSDOMA"**

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## ARTICLE OF ASSOCIATION

### Preamble

- Considering the fact that development actions are more sustainable when it is people-oriented and participatory;
- Taking into consideration that associations have much to offer in promoting an equitable food system when they unite, share ideas, knowledge and experiences;
- Mindful of law No 90/053 of 19/12/1990 putting down modalities for freedom of associations, we the concerned citizens grouped under the umbrella of **Promotion of Sustainable Development in Donga Mantung-PROSDOMA** in conformity with the regulations in force, create a not-for-profit making association as follows:

### Article 1: Denomination

It is hereby created this day 10 September 2006 a not-for-profit making organization (association) known as **Promotion of Sustainable Development in Donga Mantung** abbreviated PROSDOMA

### Article 2: Head Office

The head office of PROSDOMA is located in Nkambe and could be transferred to any other location in the Division in conformity with the regulations in force. For

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the decision to transfer the head office to be effective, it must be endorsed by 2/3 of the members of the general assembly.

### **Article 3: Longevity**

PROSDOMA shall exist for 99 years renewable

### **Article 4: Geographical Coverage**

The activities of PROSDOMA shall cover the national territory and could be extended to other regions of Cameroon in conformity with the regulations in force. Its branches may also be established in other parts of Cameroon whenever the need arises.

### **Article 5: Motto**

The motto of PROSDOMA is: Strengthening Growth Through Collective Efforts

## **OBJECTIVES/ GOAL**

### **Article 6: Objectives**

The association is a useful complimentary tool to individuals and other associations. Its objectives are to:

- Ameliorate the living conditions of its members
- Ameliorate crop production and the value chains (food production and processing)
- Promote and encourage biodiversity conservation

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- Empower farmers in modern techniques of farming
- Fight against illegal logging, poaching and environmental terror
- Support and encourage the restoration of degraded landscapes (farms, water sources, forest etc) through tree planting and growing
- Implement an integrated development program for farmers in Donga Mantung Division
- Validate actions that adapt and mitigate climate change

### **Article 7: Goal**

The main goal is to establish a create an enabling environment for farming that supports ecological balance, equitable food system and sustainable development

## **Constitution**

### **MEMBERSHIP**

#### **Article 8: Membership**

Members must adhere to the notion of joint effort and respect the RIGHTS AND OBLIGATION of PROSDOMA which serves as the Internal Rules and Regulations. Membership is open to both physical (individuals) and moral persons (groups, associations).

#### **Article 9: Types of Members**

Membership into the union is classified into the following categories.

☑ *Active members*

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Active members are those who have paid their annual dues and contributions to the association and also attend all the meetings and take part in all the activities organized by the association.

#### *☒Dormant members*

They are members who are registered but have not fulfilled their financial engagements.

#### *☒Supporters*

They are not registered in PROSDOMA but they back up the ideologies of the association for a fair and equitable society. They could be people of benevolence or other partner organizations and or associations who do not necessarily attend meetings but are sometimes partners in our activities.

## MEMBERS RIGHTS AND OBLIGATIONS

### **Article 10: Member's Right**

Registered members shall have the advantage to enjoy the following:

- Play a part in decisions concerning the welfare of the association
- Take part in all activities
- Be elected into any management organ of the association
- Represent the association wherever or whenever the need arises
- Benefit from all the actions and activities of the association
- Have the privilege to access financial and activity reports
- Can be co-opted to any post of responsibility whenever the need arises
- Could be co-opted to represent the association whenever the need arises as well

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## **Article 11: Members' Obligation**

Membership into PROSDOMA entails sacrifices and commitment. Therefore would-be members and active members have the following obligations:

- ❖ Pay registration fees
- ❖ Pay annual dues
- ❖ Respect and abide by the Internal Rules and Regulations of PROSDOMA
- ❖ Participate actively in all activities organized by PROSDOMA
- ❖ Respect all decisions taken by PROSDOMA
- ❖ Defend the interest of the PROSDOMA wherever and whenever necessary

## **Article 12: Loss of Membership**

Membership in the PROSDOMA is administered by their Rights and Obligations as specified above as well as the constitution. However, defaulting members may lose their rights of belonging to the association by expulsion, by death or by resignation. But for anyone to lose his/her membership,  $\frac{3}{4}$  of the members of the General Assembly must have voted to validate such a decision. Besides, the member must have been given the opportunity to protect him/herself before the AGM decides. All major decisions are tabled for deliberations.

## **MANAGEMENT ORGANS**

### **Article 13: Management Organs**

In order to be effective in its orientation PROSDOMA has two management organs. These management organs take major decisions affecting the associative

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life of the association. These management organs are the General Assembly and Coordination Unit.

#### **Article 14: General Assembly**

The General Assembly of Members is the supreme organ of PROSDOMA. It meets twice a year during ordinary sessions. The General assembly can be called up for an extraordinary session to adopt or review pertinent issues affecting the life of the union. It is chaired by the Founding President and the AGM could be summoned by the Chief Executive Officer or 2/3 of members of the General Assembly. The Founding President is assisted during the General Assembly by the Chief Executive Officer.

#### **Article 15: The Coordination Unit**

The coordination unit is in charge of overseeing the day- to- day running of the association. It meets on monthly basis to evaluate and assess the level of implementation of tasks assigned to it by the general assembly to its specialized organs. It is made up of the Chief Executive Officer, Project Manager, Financial Secretary, Chief Whip, Treasurer and 02 Advisers and members of the specialized organs. These specialized organs are:

- Animation Committee abbreviated AC (3 members)
- The Commercialization Committee abbreviated CC (2 members)
- The Input Supply Committee abbreviated ISC (2 members)
- The landscape Restoration Committee abbreviated LARC (2 members)
- Processing and Transformation Committee abbreviated PROT (2 members)
- Task Force Committee to combat illegal logging abbreviated TAFCO (5 members)

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## **Article 16: Roles and Responsibilities of the General Assembly**

The General Assembly which is the supreme management organ of the union has the following commitments;

- Elect new members into the Coordination Unit and Specialized Organs
- Admit new members
- Adopts the financial statements and activity report of the
- Define new orientations and actions of the union
- Suspend and dismiss members
- Select beneficiaries of the PROSDOMA's projects
- Adopts and approves annual budget
- Select beneficiaries

## **Article 17: Roles and Responsibilities of the Coordination Unit**

The Coordination Unit has as roles and responsibilities to perform the following functions;

- ❖ Supervise implement and execute the decisions of the General Assembly
- ❖ Seek partnership collaboration with other associations and organizations
- ❖ Co-opt members to represent the association
- ❖ Monitor and evaluate field activities
- ❖ Follow up projects
- ❖ Develop feasible programs geared toward sustainable development
- ❖ Pre-select beneficiaries for projects
- ❖ Co-opt members into the Specialized organs
- ❖ Convene the General assembly

## **Article 18: Job Description of the Members of the Management Organs**



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#### ❖ **The Chief Executive Officer**

The Chief Executive Officer is responsible for coordinating decisions of the General Assembly of the union. He/she chairs monthly coordination meetings and assigns duties to other members.

#### ❖ **The Project Manager**

The project manager oversees all projects and plays the role secretary of the General Assembly to take minutes during meetings. He/she keeps copies of the resolutions taken by the General Assembly. He/she is also in charge of keeping all the archives of the General Assembly.

#### ❖ **Financial Secretary**

The financial secretary keeps records of all financial transactions carried out by the association and its members. He/she presents the financial situation of the association to the General Assembly He/she works in collaboration with the cashier/treasurer.

#### ❖ **Treasurer/Cashier**

The treasurer keeps all financial records as well as petit cash including bank transactions of the association. He/she disburses money and also withdraws and keeps money in the bank. He/she is signatory into the associations' bank account.

#### **Advisers**

They play an advisory role in the association which is also very pertinent for the sustainability of the life of the union. Some members could be co-opted as advisers. The advisers are assisted in their advisory roles by a consultant.

#### ❖ **Chief Whip**

The Chief Whip is the disciplinary master. He oversees and ensures that the IRR are respected by all members.

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### **19-Term of Office**

The executive term of office shall be five years renewable once whereas the term of office of an elective post, elected to fill a vacancy shall be the remaining term of office of his predecessor or other incumbents. If the term of office of an elective post expires, the officer shall perform his duties till his successor assumes office.

### **20- Report and Statement of Accounts**

A statement of accounts of the association shall be prepared by the Chief Executive Officer, Treasurer and the Financial Secretary before the year ends. The Chief Executive Officer shall present the activities report and statement of accounts to the assembly

### **21: Amendment**

For any amendment to be effective, atleast 2/3 of members most have voted in favour. A copy of the amended section should be submitted to the office or the Senior Divisional Officer for Donga Mantung Division within 7 days for notification and information.

## **MANAGEMENT OF FINANCIAL RESOURCES**

### **Article 22: Resource Mobilization**

PROSDOMA shall generate it financial resources from:

- ❖ Members contribution
- ❖ Annual dues
- ❖ Support from partners and sympathizers

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- ❖ Bank interest
- ❖ Interest from loans disbursed to members

### **Article 23: Bank Account**

The association shall open a bank account in any financial institution of its choice to carry out its transactions. Signatories to the account shall be the Chief Executive Officer and Financial Secretary and Treasurer

### **Article 24: Dissolution**

PROSDOMA could be dissolved if it has achieved its goal or because of bankruptcy. In case of voluntary dissolution, the assets of the association shall be handed to any other community association with similar objectives in Donga Mantung Division.

### **Article 25: Bankruptcy**

In case of bankruptcy, and where the association finds it difficult to function normally, a liquidator shall be appointed to negotiate with creditors and debtors. This liquidator shall be appointed following the procedure laid down by the regulations in force.

***Done in Nkambe This Day, 10 September 2006***

Sign \_\_\_\_\_

John Ngeh Jato

President/Founder



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***Minutes of the Constituent General Assembly of PROMOTION OF SUSTAINABLE DEVELOPMENT IN DONGA MANTUNG-PROSDOMA held on 10 September 2014***

Meeting on September 10, 2006 at Holy War Complex in Nkambe with the aim of putting in place an association that will group individuals and other associations to foster development in Donga Mantung Division, the meeting started at 1 pm with opening prayers and the singing of the refrain of the National Anthem.

Pa John Ngeh Jato, the initiator of the idea took the floor to give ample reasons why farmers and organizations, common initiative groups, associations and cooperatives need to unite their forces. After his presentation, he then called on Emmanuel Ngege Ngeh to read the agenda for the day. He presented the main items on the agenda which were the review and adoption of the constitution and the election of pioneer members into the management and Specialized organs with a proposed name known as Promotion of Sustainable Development in Donga Mantung-PROSDOMA.

The agenda and the proposed name were unanimously adopted by members. The reading of the agenda was followed by a roll call of invited members present. Following the roll call, all those who were invited were all present. Since the quorum was attained, members entered into business.

Copies of the Article of Association were distributed to members to facilitate the reading and adoption.

After deliberations, the Article of Association was moved for adoption by John N. and was unanimously adopted by members of the constituent general assembly.

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**Other matters**


During the constituent general assembly, the following members were elected into the management organs.

Resolution 1: The newly elected members of the management organs should seek collaboration with other government services

Resolution 2: The status of the association should be deposited for legalization within the next three days

Resolution 3: Mr. Ngeh John was voted by everyone as the President/Founder of PROSDOMA

**Resolution 4: List of Members of the Members of the Management Organs**

Name	Position	ID Card No	Sign
Ngeh John	President/Founder	10990 1111	



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Resolution 5: The President/Founder empowers the coordination unit to seek partnership and working collaboration with other organizations and government services in order to produce tangible results. The Constituent General Assembly meeting ended at 5 pm with light refreshments.

Sign

Ngeh John

President



Emmanuel Ngerge

CEO

15th Sept 2016